
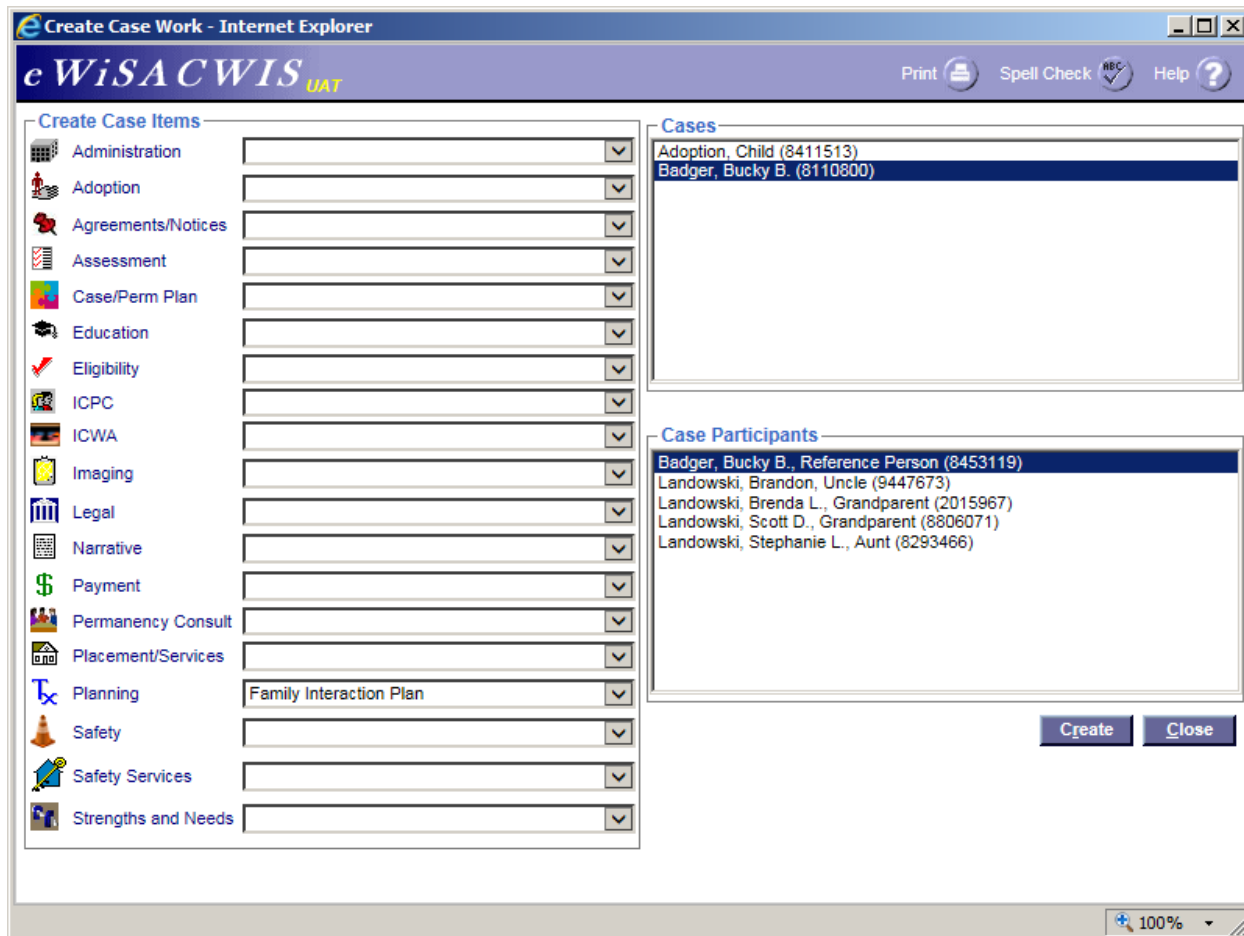


Family Interaction Plan

Note: In order to create a Family Interaction Plan, an assignment to the case is needed.

1. From the desktop, go up to Create > Case Work or click the Case Work hot button . This will open the Create Case Work page.
2. On the Create Case Work page, select Family Interaction Plan from the Planning drop-down. Select the appropriate Case and Case Participant. Click Create. This will open the Family Interaction Plan page.



The screenshot shows the 'Create Case Work - Internet Explorer' window for the 'eWiSACWIS UAT' application. The interface includes a top navigation bar with 'Print', 'Spell Check', and 'Help' options. The main content area is divided into three sections: 'Create Case Items', 'Cases', and 'Case Participants'. The 'Create Case Items' section on the left lists various categories with corresponding icons and dropdown menus. The 'Cases' section on the right displays a list of cases, with 'Badger, Bucky B. (8110800)' selected. The 'Case Participants' section on the right lists individuals associated with the selected case, including 'Badger, Bucky B., Reference Person (8453119)' and several 'Landowski' family members. At the bottom right, there are 'Create' and 'Close' buttons. The browser's status bar at the bottom indicates a zoom level of 100%.

| Create Case Items | |
|---------------------|-------------------------|
| Administration | |
| Adoption | |
| Agreements/Notices | |
| Assessment | |
| Case/Perm Plan | |
| Education | |
| Eligibility | |
| ICPC | |
| ICWA | |
| Imaging | |
| Legal | |
| Narrative | |
| Payment | |
| Permanency Consult | |
| Placement/Services | |
| Planning | Family Interaction Plan |
| Safety | |
| Safety Services | |
| Strengths and Needs | |

| Cases |
|-----------------------------------|
| Adoption, Child (8411513) |
| Badger, Bucky B. (8110800) |

| Case Participants |
|---|
| Badger, Bucky B., Reference Person (8453119) |
| Landowski, Brandon, Uncle (9447673) |
| Landowski, Brenda L., Grandparent (2015967) |
| Landowski, Scott D., Grandparent (8806071) |
| Landowski, Stephanie L., Aunt (8293466) |

3. When creating a new plan, if a plan already exists for the identified child or any other child in that case, Copy over will be an option. Copy over can be used for Historical, Ongoing, and Terminated Plans. If the user selects the Copy hyperlink, the plan will copy over. Otherwise, the user can select the Create button to create a new (blank) plan.

Family Interaction Plan Select - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

eWiSACWIS Print Spell Check Help

Please select a plan to copy from if appropriate

Existing Family Interaction Plans

| Child | Effective Date | Status | |
|--------------|----------------|---------|----------------------|
| Allen, Simon | 08/13/2008 | Ongoing | Copy |

Create Close

Done Trusted sites

4. The Family Interaction Plan page will open. The Effective Date is user entered and required. The Case Name will pre-fill from the Maintain Case page. Click the Case Name to access the Maintain Case page. The Child Name will pre-fill from the name of the participant selected on the Create Case Work page. Click the Child Name to access the Person Management page for the child. The Status field will fill depending on whether the plan is Pending, Historical, Ongoing, or Terminated.
5. The first group box is Those Allowed to Visit with Child. The names are user entered. The Relationship to Child is a drop-down field of possible relationships. If a row is created in error, the Delete hyperlink can be selected, which will delete the row. Multiple rows can be inserted to capture numerous people allowed to visit with the child.

Family Interaction Plan - Windows Internet Explorer

eWiSACWIS TM Print Spell Check Help

Plan Information

Case Name: [Allen, Sarah \(9220000\)](#) Child Name: [Allen, Clara \(9224739\)](#) ☐ Completed

Effective Date: Status: Pending

Basic **Description**

Those Allowed to Visit with Child

| Name | Relationship to Child: | |
|---------|------------------------|--------|
| Aunt Em | Aunt | Delete |

Supervision - Parent / Caregiver (1)

Name of Parent / Caregiver (1): Allen, Sarah ☐ Parent / Caregiver Not Involved

Minimum Level of Supervision Required: Frequency:

Supervised by:

☐ Department or contracted provider

☐ Foster Home

☐ Relative

Relationship to Child dropdown list:

- Aunt
- Biological Parent
- Brother
- Brother-in-law
- Caregiver
- Cousin
- Former Brother-in-law
- Former Sister-in-law
- Former Spouse of Cousin
- Former Spouse of Nephew
- Former Spouse of Niece
- Grandparent
- Great Aunt

Options: Go

Done Local intranet | Protected Mode: Off 100%

6. The second group box is Supervision – Parent / Caregiver (1), which documents the level and type of supervision required for the person identified as the child’s mother or caregiver. The Name of Parent / Caregiver (1) is pre-filled with the name of the person associated with the child’s Person Management record and identified as either Child’s Mother or Child’s Guardian (1) on the Parent Info tab. The user is able to document the Minimum Level of Supervision Required as a drop-down field. The Frequency field is user entered and allows the user to document the frequency of the contact allowed. The Least Restrictive Location Permissible is also a drop-down field. The user is also able to document the agency or persons responsible to provide the supervision of the parent/caregiver’s visit. If no one is documented as the Child’s Mother or the Child’s Guardian (1) on the Parent Info tab of the child’s Person Management record, then the Name will pre-fill to N/A and all fields will be disabled. Lastly, the user is able to document the agency or persons responsible to provide the supervision of the parent/caregiver’s visit. If the Foster Home, Relative, or Other is checked, the text field next to the checkbox will be required.

Family Interaction Plan - Windows Internet Explorer

eWiSACWIS TM Print Spell Check Help

Plan Information

Case Name: [Allen, Sarah \(9220000\)](#) Child Name: [Allen, Clara \(9224739\)](#) ☐ Completed

Effective Date: Status: Pending

Basic Description

Supervision – Parent / Caregiver (1)

Name of Parent / Caregiver (1): Allen, Sarah ☐ Parent / Caregiver Not Involved

Minimum Level of Supervision Required: Frequency: Least Restrictive Location Permissible:

Supervised by:

☐ Department or contracted provider

☐ Foster Home

☒ Relative

☐ Other

Supervision – Parent / Caregiver (2)

Name of Parent / Caregiver (2): Allen, Michael ☐ Parent / Caregiver Not Involved

Minimum Level of Supervision Required: Frequency: Least Restrictive Location Permissible:

Options:

Done Local intranet | Protected Mode: Off 100%

Note: If Parent/Caregiver 1 is not involved, check the Parent / Caregiver Not Involved checkbox.

7. The third group box is Supervision – Parent / Caregiver (2), which documents the level and type of supervision required for the person identified as the child’s Father or second Caregiver. The Name of Parent / Caregiver (2) is pre-filled with the name of the person associated on the Parent Info tab on the child’s Person Management record and identified as either Child’s Father or Child’s Guardian (2). The user is able to document the Minimum Level of Supervision Required with the drop-down field. The Frequency field is user entered and allows the user to document the frequency of the contact allowed. The Least Restrictive Location Permissible is also a drop-down field. The user is also able to document the agency or persons responsible to provide the supervision of the parent/caregiver’s visit. If no one is documented as the Child’s Father or the Child’s Guardian (2) on the Parent Info tab of the child’s Person Management page, then the Name will pre-fill to N/A and all fields will be disabled. Lastly, the user is able to document the agency or persons responsible to provide the supervision of the parent/caregiver’s visit. If the Foster Home, Relative or Other is checked, the field next to the checkbox will be required and user entered.

Family Interaction Plan - Windows Internet Explorer

eWiSACWIS TM Print Spell Check Help

Plan Information

Case Name: [Allen, Sarah \(9220000\)](#) Child Name: [Allen, Clara \(9224739\)](#) ☐ Completed

Effective Date: Status: Pending

Basic Description

☐ Department or contracted provider

☐ Foster Home

☒ Relative

☐ Other

Supervision – Parent / Caregiver (2)

Name of Parent / Caregiver (2): Allen, Michael ☐ Parent / Caregiver Not Involved

Minimum Level of Supervision Required: Frequency: Least Restrictive Location Permissible:

Supervised by:

☐ Department or contracted provider

☐ Foster Home

☐ Relative

☐ Other

Options:

Done Local intranet | Protected Mode: Off 100%

Note: If Parent/Caregiver 2 is not involved, check the Parent/Caregiver Not Involved checkbox.

8. The second tab of the Family Interaction Plan page is the Description tab. Each description field is user entered and required, except for the comments field. Enter data in each of the required fields.

Family Interaction Plan - Windows Internet Explorer

eWiSACWIS TM Print Spell Check REC Help ?

Plan Information

Case Name: [Allen, Sarah \(9220000\)](#) Child Name: [Allen, Clara \(9224739\)](#) ☐ Completed

Effective Date: Status: Pending

Basic **Description**

Rationale for Level of Supervision and Location:
Describe each parent's / caregiver's diminished protective capacities that impact child safety warranting supervised family interactions.

User Entered

Plan to Transition Family Interaction:
Describe what needs to happen in order to transition the family interaction plan. If supervised, describe what is needed to control impending danger threats in order to transition to unsupervised family interaction. If unsupervised, at what points will family interaction increase in frequency and duration. Be specific.

User Entered

Description of Parental / Caregiver Responsibilities:

Done Local intranet | Protected Mode: Off 100%

- Once complete, click back on the Basic tab. The Family Interaction Plan template can be opened from the Options drop-down.

Family Interaction Plan - Windows Internet Explorer

eWiSACWIS TM Print Spell Check Help ?

Plan Information

Case Name: Allen, Sarah (9220000) Child Name: Allen, Clara (9224739) ☐ Completed

Effective Date: 07/29/2011 Status: Pending

Basic Description

☐ Department or contracted provider

☐ Foster Home

☒ Relative Aunt Em and Uncle Charlie

☐ Other

Supervision – Parent / Caregiver (2)

Name of Parent / Caregiver (2): Allen, Michael ☐ Parent / Caregiver Not Involved

Minimum Level of Supervision Required: No Contact Frequency: Least Restrictive Location Permissible:

Supervised by:

☐ Department or contracted provider

☐ Foster Home

☐ Relative

☐ Other

Options:

Save Close

Done Actions Approval Text Family Interaction Plan

Local intranet | Protected Mode: Off 100%

FAMILY INTERACTION PLAN

| | | |
|-------------------------------------|----------------------------------|-------------------------------------|
| Name – Child <u>Allen, Clara</u> | Case Name <u>Allen, Sarah</u> | Effective Date <u>07/29/2011</u> |
|-------------------------------------|----------------------------------|-------------------------------------|

List those allowed to visit with child

| Name | Relationship to child |
|----------------|-----------------------|
| <u>Aunt Em</u> | <u>Aunt</u> |

Parent / Caregiver Level of Supervision and Location

Parent / Caregiver 1: Allen, Sarah

Minimum Level Required: Partially-Supervised Frequency: twice per week

Supervised by:

☐ Department or contracted provider

☐ Foster Home – Name(s):

☒ Relative – Name(s): Aunt Em and Uncle Charlie

☐ Other – Name(s):

Least Restrictive Location Permissible: Family Home

Parent / Caregiver 2: Allen, Michael

Minimum Level Required: No Contact Frequency:

Supervised by:

☐ Department or contracted provider

☐ Foster Home – Name(s):

☐ Relative – Name(s):

☐ Other – Name(s):

Least Restrictive Location Permissible:

Rationale for Level of Supervision and Location

Describe each parent's / caregiver's diminished protective capacities that impact child safety warranting supervised family interactions.

User Entered

Plan to Transition Family Interaction

10. The Family Interaction Plan must be completed and sent for approval in order to change from a Pending plan to an Ongoing plan. The Completed checkbox must be selected and the document must be sent for approval. The Completed checkbox is located at the top right of the page. The approval can be accessed through the Options drop-down.

Family Interaction Plan - Windows Internet Explorer

eWiSACWIS TM Print Spell Check Help

Plan Information

Case Name: [Allen, Sarah \(9220000\)](#) Child Name: [Allen, Clara \(9224739\)](#) ☒ Completed

Effective Date: Status: Pending

Basic Description

☐ Department or contracted provider

☐ Foster Home

☒ Relative

☐ Other

Supervision – Parent / Caregiver (2)

Name of Parent / Caregiver (2): ☐ Parent / Caregiver Not Involved

Minimum Level of Supervision Required: Frequency: Least Restrictive Location Permissible:

Supervised by:

☐ Department or contracted provider

☐ Foster Home

☐ Relative

☐ Other

Options:

Done

Actions

Approval

Text

Family Interaction Plan

Local intranet | Protected Mode: Off 100%

11. Once a plan is finally approved, the document will become frozen and the status will be updated to Ongoing. A new plan can be created, and the Ongoing plan will become Historical. When the plan is no longer needed, the plan can be Terminated. This is done by accessing the Ongoing plan and selecting the Terminate option from the Options drop-down.

Family Interaction Plan - Windows Internet Explorer

eWiSACWIS TM Print Spell Check ABC Help ?

Plan Information

Case Name: [Allen, Sarah \(9220000\)](#) Child Name: [Allen, Clara \(9224739\)](#) ☒ Completed

Effective Date: Status: Ongoing

Basic **Description**

Those Allowed to Visit with Child

| Name | Relationship to Child: |
|---------|------------------------|
| Aunt Em | Aunt |

Supervision – Parent / Caregiver (1)

Name of Parent / Caregiver (1): Allen, Sarah ☐ Parent / Caregiver Not Involved

Minimum Level of Supervision Required: Frequency: Least Restrictive Location Permissible:

Supervised by:

☐ Department or contracted provider

☐ Foster Home

☒ Relative

Options:

Done

- Actions
- Approval
- Terminate**
- Text
- Family Interaction Plan

Local intranet | Protected Mode: Off 100%

12. This will bring you to the Terminate Plan page. Select an appropriate termination reason on this page and send for approval through the options drop-down. The termination must be finally approved before the plan will become Terminated.

Terminate Plan -- Web Page Dialog

eWiSACWIS Print Spell Check Help

Plan Termination

Reason Plan is no Longer Required:

Other Reason Plan is no Longer Required:

Options: **Go**

- Child No Longer Living with Relative
- Child Placed in Detention
- Child Receiving SSI
- Child Requested Change
- Custody Transfer to Licensed Priv Agency
- Death of Adoptive Parent(s)
- Death of Child
- Duplicate Provider Clean-up
- Entered Military Service
- Fiscal Cleanup
- Independent Living

Save Close

13. The plans can be viewed and accessed via the outliner as well.

eWiSACWIS - Windows Internet Explorer

eWiSACWIS

Create Maintain Utilities Adoption Search Help

Dan Daisy's Desktop

☒ Date Restricted ☐ Participant View ☐ View Not Approved/Cancelled

Ticklers

Cases (38)

- [Abby, Angel A. \(9221241 \)](#) [Restricted Case](#) [Actions](#)
CPS Family - Ongoing 10/25/2004 Larsson, Branch Milwaukee-Admin 111222 Penntwon Rd , Baraboo, WI 53913
- [Abby, Art J. \(20273 \)](#) [Restricted Case](#) [Actions](#)
CPS Family - Initial Assessment & JJ 08/01/2000 Daisy, Dan Milwaukee-Region 3 509 W. Wisconsin Avenue , Milwaukee, WI 53203
- [Allen, Sarah \(9220000 \)](#) [Actions](#)
CPS Family - Ongoing 12/10/2001 Daisy, Dan Milwaukee-Admin 11 Southern Way , Madison, WI 53702

Administration

Adoption

Assets and Income

Assignment

Case/Permanency Plan

Eligibility

ICPC

Placements

Planning

- [Family Interaction Plan - Ongoing 07/29/2011 Allen, Clara](#)
- [Family Interaction Plan 12/22/2005](#)
- [Independent Living Gaston, Nancy](#)

Related People

Services